

Shasta LAFCO

Shasta Local Agency Formation Commission

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MINUTES

Regular Meeting August 05, 2010

(These minutes are not intended to be a verbatim transcription of the proceedings and discussion associated with the business on the Commission's agenda; rather, what follows is a summary of the order of business and general nature of testimony, Commission deliberation, and action taken.)

CALL TO ORDER/ROLL CALL/INTRODUCTIONS

Vice Chairman Fust called the meeting to order at 9:00 am at the Shasta County Administrative Board Chambers, 1450 Court Street, Suite 263, Redding, CA. Commissioners Baugh, Dickerson, Fust, Haynes, Kehoe and Webster were present. Commissioner Gover was absent. Executive Officer Mickelson and Clerk Smith were present as staff. Alternate Commissioner Morgan was present as a member of the audience.

PLEDGE OF ALLEGIANCE

Commissioner Baugh s led the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment submitted.

MINUTES

The minutes of June 10, 2010 were presented. By motion made and seconded (Baugh, Kehoe) the Commission approved the June 10, 2010 minutes.

BUDGET & FISCAL AFFAIRS

Fiscal Year 2009-10 4th Quarter Transaction Register

The Fiscal Year 2009-10 4th Quarter Transaction Register was presented for review and adoption. By motion made and seconded (Dickerson, Kehoe) the Commission approved the Fiscal Year 2009-10 4th Quarter Transaction Register.

Fiscal Year 2010-11 1st Quarter Transaction Register

The Fiscal Year 2010-11 1st Quarter Transaction Register was presented for review and adoption. By motion made and seconded (Haynes, Baugh) the Commission approved the Fiscal Year 2010-11 1st Quarter Transaction Register.

Consideration of Checking Account Statements

Ms. Mickelson presented the following bank statements: US Bank: two statements dated May 31, 2010 and June 30, 2010; Tri Counties Bank: two statements dated June 17, 2010 and July 18, 2010; and LAIF: two statements dated May 2010 and June 2010. By motion made and seconded (Kehoe, Baugh) the Commission approved the bank statements as presented.

CHANGES OF ORGANIZATION AND/OR REORGANIZATION

Report on Upcoming or Potential Proposals

The Executive Officer provided a brief report to the Commissioners regarding upcoming and expected proposals. This was an information item only. No action was taken.

SPECIAL STUDIES AND REPORTS

Municipal Services Reviews

Ms. Mickelson provided the Commission with the current MSR update. Ms. Mickelson stated that she is meeting with several districts in the coming weeks expects multiple MSRs to come before the Commission at the September meeting.

OPERATIONS & ADMINISTRATION

Shasta LAFCO Illness & Injury Prevention Manual

Ms. Mickelson reminded the Commission that in 2007 Shasta LAFCo joined SDRMA for Worker's Compensation coverage. A requirement of the application to self-insure was the adoption of an Illness and Injury Prevention Manual. This requirement was overlooked during the application process and is being brought back to the Commission for resolution, at the request of SDRMA.

Ms. Mickelson stated that the document contained highlighted areas that indicate items that need to be addressed in order to complete the policy. She added that the highlighted areas would be finalized by the end of August 2010.

By motion made and seconded (Kehoe, Haynes) the Commission approved the Shasta LAFCO Illness and Injury Prevention Manual as amended. Under **Reporting Safety Issues**, the amendments made were replacing the word *or* with *and*, removal of *if the Executive Officer is not available*, and adding *job*

related in the second paragraph. Under **Weapons**, adding an exemption for law enforcement. The addition of a category entitled Vehicle Safety, which directs employees to obey the rules of the law.

Chairman Gover arrived at 9:15 a.m. and resumed control of the meeting.

Resolution for Authorization to Self-Insure

By motion made and seconded (Baugh, Kehoe) the Commission adopted Resolution No. 10-03, authorizing application for a Certificate of Consent to Self-Insure.

OTHER BUSINESS

Call for CALAFCO Board Nominees

Ms. Mickelson presented the Commission with the CALAFCO Nomination and Election Procedures and Forms. She stated that monies are not budgeted for a Commissioner to attend the necessary meeting should he or she be elected to the CALAFCO Board.

Commissioner Kehoe asked Ms. Mickelson what the estimated expenses would be for LAFCO should a Commissioner be elected as a CALAFCO Board Member. Ms. Mickelson estimated that \$5,000 - \$6,000 would need to be budgeted.

Chairman Gover polled the Commission. Commissioner Baugh expressed interest in being nominated for the CALAFCO Board but was hesitant due to the cost and felt it wasn't practical at this time. Discussion followed.

By motion made and seconded (Kehoe, Fust) the Commission nominated Commissioner Baugh to the CALAFCO Board of Directors pending further investigation in regards to funding.

Designation of CALAFCO Voting Delegate

By motion made and seconded (Baugh, Kehoe) the Commission designated Ms. Mickelson for the CALAFCO Voting Delegate.

COMMISSIONER ANNOUNCEMENTS

None

STAFF ANNOUNCEMENTS

The Executive Officer provided a brief report to the Commissioners regarding LAFCO activities that do not require the action of the Commission. This was an information item only. No action was taken.

The next LAFCO Meeting will be held on Thursday, September 30, 2010 at the Redding Council Chambers.

ADJOURNMENT

There being no further business, Chairman Gover adjourned the meeting at 9:35 am.

Respectfully submitted,

Jessica Smith
Clerk to the Commission

Date